

SAFELY HOME, FAMILIES FIRST

Regional Service Council Minutes

Region #16 Meeting

Date: December 12, 2013

Time: 5:00 p.m.

Location of Meeting: Haub's Steak Haus, Haubstadt, Indiana

Meeting Chair: Director Melanie Flory

Meeting Secretary: LaJean Gentry

Call to Order: Start Time 5:00 p.m. CST

Roll Call: Quorum – 8 of 14 Voting Members Present

Voting Members Present

Melanie Flory
Susan Lesko
Susan Blackburn
Michael Summers
Jan Dotson
Shirley Starks (Proxy for
Suzanne Draper)
Dan Miller
Libby Treado

Others in Attendance

Micci Frye
Natalie Kassenbrock
Michael Singleton
T. J. Brink
Kim Bivens
Sidney Hardgrave
Denise Schultz
Kathryn Zelle
Ramona Wilzbacher
Mike Jones
Addie Brandell
Debbie Branfield
Jennifer Moore

Phone Present

Absent with Regret

Suzanne Draper
Trina Russell
Samantha Freeman
Judge Robert Aylsworth
John Schroder
Stephanie Repphan

Others Absent

Laura Wathen
Kelly Salee
Dr. Barbara Jessen
Rick Carlson
Dr. Donna Culley
Kelly Hunckler
Jim Ward
Keith Lindsey
Lori McIntire
Rick Humbarger
Kathleen Johnson
Barb Tilley
Jara Dillingham
Tynesha McGlowen
Candice Perry
Lynn Kyle
Lynne Rump

Absent

Judge Jeffrey Biesterveld
Judge Jeffrey Meade
Judge Brett Niemeier
Judge David O. Kelley
Judge Keith A. Meier
Judge James Redwine
Judge Joseph Verkamp
Judge Timothy Crowley
Mike Jones
Lisa Harris
Molly Coulston
Nick Miller
Jo Ann Krantz
Mike Frye
Doug Brown
Jonathan Strauss
Sven Schumacher
Karen Miller
Kaleigh Yochum
Ann Hecht
Nicole Schultz
Jackie Foley
Wendy Griffin-Allen
Norm Smith
Elizabeth Fallen
Valerie Nicholas
Laura Wathen

Welcome

Melanie Flory introduced herself noting that Gini Combs had taken a new position with DCS Central Office. Melanie introduced Acting Regional Manager Susan Lesko from Region 17.

Introductions were made.

Approval of minutes from last meeting on October 24, 2013:

As read X

As corrected

Minutes of the October 24, 2013 RSC meeting had previously been e-mailed. Jan Dotson made motion to approve the Minutes. Susan Blackburn seconded that motion. Minutes of the October 24, 2013 meeting were approved as distributed by unanimous vote of the 8 voting members present.

Biennial Plan – Melanie Flory and Micci Frye – Melanie noted tonight's meeting was scheduled in order to approve the Biennial Plan for Region 16. Melanie reported the biennial plan is a huge plan and includes information as to how and why DCS performs its jobs, how the work is financed, modes of operation, and staffing in order to help people outside of DCS understand what DCS does. Part of the Biennial Plan is the Child Protection Plan which lists specific information regarding the region's counties. Each county holds a Child Protection Team meeting which meets on a monthly basis: Gibson County meets the third Tuesday of the month at 11:30 a.m. at the Princeton City Council; Knox meets the first Thursday of the month at 8:00 a.m. at the Knox Co. DCS office; Pike County meets on the third Tuesday of the month at 8:00 a.m. at the Pike County DCS office; Posey County meets the fourth Wednesday of the month at 8:30 a.m. at the Posey County office; Vanderburgh County meets the third Thursday of the month at 11:00 a.m. at the Vanderburgh County office; and Warrick County meets the third Thursday of the month at 11:30 a.m. at the Warrick County DCS office. This plan also includes information relating to the makeup of the Child Protection Team and the types of positions that are required to participate on the team. The Child Protection Plan also includes the number of FCM's and supervisors in each county that are specifically utilized for assessments and the percentages of work time involved for these staff members. There are a lot of policies and procedures followed and those requirements and statutes are also listed in the plan.

The last Biennial Plan is posted on the Internet for those interested in reviewing that, and once the current plan is approved by the Regional Service Council, it will be sent to Central Office in Indianapolis for Judge Bonaventura's approval and will be posted on the Internet as well.

Micci noted another part of the Biennial Plan is the Action Plan and includes information relating to what the region's goals are over the next two years to improve service gaps that have been identified. Melanie noted that during the development of the Action Plan surveys were completed by providers and community partners in regards to community needs, service gaps, available services and how those services are utilized. Directors and staff completed surveys relating to services and service needs as well. A public meeting was also held so that community members could attend and provide testimony about service needs in the community. Based upon all of the information gathered from these sources, the Action Plan has been developed for the next two years: The first measurable outcome is to increase access to and use of mental health services within the local community. The first action step for that goal is to engage community and regional mental health agencies to become Medicaid eligible as there is a lack of mental health services that accept Medicaid. Tasks for this action step will include identifying agencies that do accept Medicaid and those that do not accept Medicaid. From there barriers that prevent

agencies from participating in Medicaid will be identified to determine if there are ways DCS can help overcome those barriers so that families have a wider array of services to choose from. Efforts to identify fiscal barriers will be made by contacting providers such as Catholic Charities and Lampion Center. A workgroup will then be created involving mental health, DCS and providers that understand these issues and that will assist in engaging community providers to participate in Medicaid.

The second action step for this goal will be to educate DCS staff about resources and how to make appropriate referrals regarding families' underlying needs. DCS wants staff to have knowledge about the types of referrals that need to be made, the types of services that might be needed and to have a sense of the underlying needs for families. This will involve providing training to staff. Directors and managers will ensure that staff is utilizing available trainings and identify what is missing regarding training and policy.

The third action step involves collaborating with existing community efforts. Two local hospitals, St. Mary's and Deaconess, have already begun an assessment process so efforts will be made to partner with them to avoid duplication of what they may have already done.

The second goal or outcome is to promote and educate the community on safe sleep and safe parenting. The first action step will be to increase awareness and use of evidence based programs designed for safe sleep and safe parenting. Melanie noted Mike had presented information on Purple Crying previously and information had been presented about safe sleep as well. The region would like to utilize those programs as well as research for other programs to train and educate staff and community partners in the use and availability of those programs. Another step for this goal will be to maintain community partners funding for those programs and to review the availability of other evidence based child prevention programs to bring to families.

John provided budget information for the Biennial Plan. Actual spending during 2013 amounted to \$17,518,135. Actual spending for this budget year so far has been \$5,366,872. The forecasted amount of expenditures between now and the end of the fiscal year is \$20,803,793.

Micci noted she has the Minutes from the public hearing and the workgroup meeting for review as well.

Melanie asked for a motion to approve the Biennial Plan, which includes the Child Protection Plan and the Action Plan. Susan Blackburn made motion to approve the plan. Jan Dotson seconded that motion. There was no discussion. The plan was approved by unanimous vote of the 8 voting members present. Regional Manager Susan Lesko will sign the plan.

Program/Committee Reports

Community Partners Report – Natalie Kassenbrock – Natalie stated the reports continue to be posted to the website, and Natalie and Mike can be contacted for help in accessing those reports if needed. In November 179 families were served. There were 78 new referrals and of those referrals 10 came from Gibson, 9 came from Knox, 6 came from Pike, 3 came from Posey, 42 came from Vanderburgh and 8 came from Warrick.

The closing report for October and November notes there were 109 referrals with 78 of those cases being closed and 76 being closed successfully. That is a 95% success rate.

As of December 7, IHBS/Community Partners is at 47.8% of the budget with a target of 50% by December 31. The budget is being closely monitored.

IHBS held a toy drive and was able to help 37 families with 96 children. A coat drive was also held and they were able to coat 96 children as well.

Region 16 Practice Indicators – Melanie Flory – Melanie reported that staff continues to learn about the data entry into the new MaGIK child welfare system and how that affects the Practice Indicators. Melanie noted Casey Hahn, MaGIK Policy Coordinator, had been invited to speak to staff to explain where information is pulled and where information needs to be entered. As a result, some of the percentages on the Practice Indicator reports have improved.

Melanie noted the region is trying to decrease the numbers of days children who have had parental rights terminated and are awaiting adoption or another type of permanency are waiting to achieve that permanency. The other area the region is trying to improve on is the number of days that children are in out of home care. That average is a little over 400 days at this time. The region is looking at ways to reduce that time so that children can achieve permanency sooner.

Practice Update

CFTM's—Jan Dotson — The backbone of DCS practice is the CFTM (Child and Family Team Meeting) meeting process. Jan noted there has been a significant increase in the number of CFTM's held during the assessment phase, which is the initial phase of DCS involvement, with an increase of 33%. The other significant increase has been in the numbers of informal supports for families. This has been an area of focus for the region over the past year and those numbers have greatly increased during the past month.

Peer Coaches – Peer coaches are being recruited to train FCM's in the CFTM process. A new peer coach has been identified for Knox County and will begin training soon. All new FCM's coming out of cohort have been assigned to a trainer.

Regional Foster Care – Shirley Starks – Shirley reported for Sam Freeman. She noted the regional foster care unit also handles relative care and continues to license new homes. Another goal of the FC unit is to keep kids in their own counties. Practice Indicator reports show that is occurring.

QSR/QAR Update— Shirley Starks — Shirley reported routine Quality Assurance Reviews and Reflective Practice Surveys are completed by supervisory staff who go with FCM's into the field and then enter that data into the computer system which notes progress, areas needing work and training needs. The big review every two years is called the QSR, Quality Service Review. Region 16 will be reviewed at the end of 2014 and that will be the fourth QSR for the region. All of the managers in Region 16 are trained QSR reviewers as well and visit other regions to assist in their QSR reviews.

Permanency Round Tables – Susan Blackburn – Susan reported that Permanency Round Tables continue to be held every other month in the Vanderburgh County office over a period of two or three days at a time with review of two children's cases per day. PRT's include people outside the region who assist in staffing a child in order to find permanency for that child who has usually been in care for quite some time. The team brainstorms ideas and at the end of the PRT the FCM and supervisor will have a plan of specific steps to improve permanency and well-being for that child.

Budget Report -- John Schroder – John was unable to attend tonight's meeting but had provided budget information which was presented during the Biennial Plan portion of the meeting.

New Business

No new business at this time.

Unfinished Business

Judges' Updates—No judges were able to attend tonight's meeting. It was noted that legislative sessions will not take place until after the first of the year.

Miscellaneous

Sidney noted that Holly's House has added a full time service coordinator position to their staff and has hired Linda Walters for that position. Holly's House has also collaborated with St. Mary's and can now do medical exams for sexual abuse cases at Holly's House.

Sidney asked if Prevent Child Abuse in Vanderburgh County had been contacted as far as safe sleep information, noting they have resources and dolls that could be used for demonstration. Natalie had made mention of this at the last RSC meeting and again noted they are available to come to agencies and do a presentation. Shirley noted that group also does routine presentations at Burlington Coat Factory with the last one for this year occurring in December. Natalie noted there will not be a presentation in January but the Burlington Coat Factory December 14th presentation is from 2 to 4 p.m. and the subject is safe sleep. Shirley stated Prevent Child Abuse has also set up displays in the Vanderburgh Co. DCS lobby regarding safe sleep/cribs, high chairs, domestic violence awareness and currently has a carseat demonstration in the lobby.

Public Testimony/Announcements

None.

Next Meeting Date, Location and Time: RSC will meet on April 24, 2014 at 5:00 p.m. Central Time at Haub's Steak House, Haubstadt, IN.

Signatures:

Secretary _____

Chair _____

Date _____

Date _____

Approved: _____(Secretary's initials) Date: _____

Regional Service Council Region 16 Motion Chart
Date: December 12, 2013
Chair: Regional Manager Virginia Combs

| Motion | Discussion | Action | Person Responsible |
|---|------------|--|---|
| 1. Motion to approve the minutes from the October 24, 2013 meeting. | None | Adopted – Approved by 8 voting members | Motion by Jan Dotson to Approve Seconded by Susan Blackburn All voting members approved |
| 2. Motion to approve Region 16 Biennial Plan | None | Adopted – Approved by 8 voting members | Motion by Susan Blackburn Seconded by Jan Dotson All voting members approved. |
| 3. | | | |
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Vote count must be recorded in the minutes.